



DVBE Advisory Council Meeting Minutes

Thursday; July 21, 2016; 10:00 A.M. to 03:00 P.M.

California Department of Veteran Affairs, 1227 O Street, Sacramento California 95814

1. General Items

- A. The meeting was called to order by Council Co-Chair DVBE Sandy Schneeberger at 10:03 a.m.
- B. Welcome by Chair, Attendee Introductions

Individuals who identified themselves as present include:

Keith Boylan Deputy Secretary,
Veteran Services Division CalVet
Sandy Schneeberger Member,
Council Co-Chair DVBE
Charles Wells Member
Cole Woodman (San Diego) Member
Coreena Conley Member
Darren Hicks Member
Dean Lane Member
Howard Hernandez Member
Leslie Converse Member
Mike Sabellico Member
Rene Cota Member
Robert Mulz (San Diego) Member
Robert Vermillion, Member

Tracey Collins Member
Gloria Anderson CalVet SB DVBE
Advocate CalVet
Ivor Newman CalVet DVBE Outreach
and Education Coordinator CalVet
Roberto Herrera, Special Programs
Manager CalVet
Alan Moreno Business Development
Program DGS
Anda Draghici Office of Small
Business & DVBE DGS
Angel Carrera Chief Office of Small
Business and DVBE Services
DGS

- C. Roberto Herrera Quorum established.
- D. Roberto Herrera introduced Ivor Newman the new CalVet staff member.
- E. Meeting Minutes: April 21, 2016.
 - All Council members and attendees of the meeting were sent a draft copy of the meeting minutes to their email address on file.
 - The minutes were approved with a minor amendment.

2. Business Items

- A. CalVet Update Deputy Secretary Keith Boylan.
 - Discussed Veteran Services staff changes and open positions within the Veteran Services Division. 14 of the new positions will be in the headquarters in Sacramento.

- Provided an overview of the VHH Program which included current activity and the third round of funding.
 - Discussed the progression of the Monterey cemetery and the anticipated late September ground breaking.
- B. DGS Commercially Useful Function (CUF) And Draghici Office of Small Business & DVBE.
- Discussed the planned Fi\$cal system wide outage from July 21, 2016 to July 26, 2016.
 - Cal eProcure will be unavailable during the system wide outage.
 - Provided an overview of the Commercially Useful Function (CUF) package.
 - Discussed DGS's role in the education and communication of CUF to all the State Department's as well as the certified small business and DVBE communities.
 - Provided a CUF overview.
 - "Why" what is the purpose and legislative intent of CUF
 - "What" what is CUF and who it applies too
 - "Who" roles and responsibilities at the business and State Department level when evaluating, performing and monitoring CUF
 - Resources that are available for assistance
 - Introduced Carl Josephson CUF Program Abuse Compliance Review Manager.
 - Awarding department identifies issue or allegation
 - Upon completion of investigation the awarding department
 - Presents findings and makes a recommendation to DGS
 - CUF or substitution related
 - Sanctions can be imposed
 - Certifications can be revoked
 - Firms can be suspended from doing business with the state
 - Cases can be referred to the Office of Administrative Hearings (OAH)
 - Cases can be referred to Attorney General for Civil penalties
 - Review of penalties within the Military and Veterans code Section 999.9
 - Angel Carrera discussed enhancing the SB/DVBE approval process to include verification that the applicant has not been "debarred" by the federal government for program abuse.

- Anda Draghici informed the council that an update of the SB/DVBE approval process will be provided during the next council meeting on Oct 20th 2016.
- Anda Draghici informed the council that a list of suspended accounts is available on line.
- Anda Draghici informed the council that August 1, 2016 is the deadline for public comment and a public hearing will be held at the DGS headquarters on August 1, 2016 from 9:00 AM to 12:00 PM.

C. Council Structure and Guidelines Roberto Herrera Special Programs Manager CalVet.

- Keith Boylan informed the council of the resignation of Carolyn Hall and Dave Dickey
- Roberto Herrera review of page four (4) section E of the Operating Guidelines
- Keith Boylan CalVet will amend the Operating Guidelines for review and a vote during next council meeting on Oct 20, 2016
- Keith Boylan Iterations of the Operating Guidelines will be distributed to solicit feedback prior to the final draft submission during the next council meeting on Oct 20, 2016
- Open discussion regarding consolidating committees to better establishing quorum. It was recommended that each council member actively participate in a minimum of one committee.
- Sandy Schneeberger nominated Leslie Converse as the acting Chair of the Membership committee for the remainder of the year
 - Leslie Converse accepted position

D. DVBE Local Government Template Sandy Schneeberger Member, Council Co-Chair DVBE

- Discussed and distributed documentation that should be presented to local government to obtain the business license fee waiver and or business license Tax exemption.
- Robert Mulz Discussed Section 16000 of the Business and Professions Code
 - Clarify CalVet Resource Book to include services
 - Recommends a document be published which clearly states the earned right of an honorably discharged veteran to obtain the business license fee waiver and business license Tax exemption
- Roberto Herrera recommended the Procurement committee take ownership of this issue to insure clarity.
- Sandy Schneeberger requested a conference call and a follow-up meeting with Robert Mulz prior to the next council meeting to understand the results of working with the city of San Diego.

- The intent of Sandy Schneeberger request is to insure clarity regarding the requirements and to have a document that can be distributed during the next council meeting.

E. Steering Committee Audit Response Rene Cota Vice Chair Steering Committee

- Discussed the committee's analysis of the Auditor General's 2014 audit of the DVBE program.
- Provided a response and recommendations of the Steering Committee
 - Coreena Conley Motion to approve the recommendations of the Steering Committee
 - Mike Sabellico Discussion requested prior to vote
 - Keith Boylan discussed the option to have a Senate information hearing
 - Coreena Conley Move to amended the motion from the Steering Committee' by removing the request for another audit and to recommend CalVet request an informational hearing regarding the DVBE program
 - Motion second
 - Motion approved
 - Keith Boylan to take the Steering Committee's recommendation under advisement.
- CPUC GO 156/H1B Allocation
 - Tabled Ted Fuentes-presenter is not present
 - Roberto Herrera provided clarification of the H1B Allocation program and recommended a committee pick up the effort to quantify the H1B Allocation

3. Committee Reports

A. Outreach and Education Committee Report, Dean Lane Chair

- Discussed the Outreach and Education Committee's strategic plan
- Modified vision and mission to establish a timeline for the following. The strategic plan will be updated and presented during the next DVBE council meeting.
 - Research and evaluate ecommerce platforms
 - Research and evaluate educational opportunities
 - Research and evaluate outreach possibilities

B. CPUC Committee Report, Rene Cota Chair

- Consult the report provided within the informational packet.

C. Insurance Committee Report, Howard Hernandez (Co Chair)

- Consult the report provided within the informational packet.
- Requested information from the Department of Insurance so that the data used can be verified.

D. Legislation Committee Report, Howard Hernandez (Vice Chair)

- The committee recommends support for the following bills
 - AB2178
 - AB2270
 - AB2358
- The committee expressed concern regarding SB1176 which increases the pool of companies participating in bids for contracts. Motion to be brought by the committee for a vote in October.

E. Membership Committee Report, Leslie Converse

- Leslie Converse appointed as acting chair
 - DVBE 16 / Non DVBE 3
 - Charles Wells appointed as Co-Chair of Membership Committee
 - Alternate list (Contact List) needs to be updated
 - Sent to Roberto Herrera and Leslie Converse

4. Procurement Committee Report, Cole Woodman

- Discussion regarding what would be required from CalVet to establish reciprocity agreements with city municipalities etc.
- Review the DGS tracker and invite the non-achieving departments to attend the procurement committee meeting and provide an update regarding what is being done to achieve the objective.
- Effort to identify what cities are charging veterans for a business licenses.
- Requests CalVet to publish a memorandum for the veteran to carry to the local treasure office along with their DD214 to receive the exemption.
 - Discussion regarding distribution of a DVBE Welcome packet to support veterans benefits and all business related benefits

5. Steering Committee Discussion Report, Coreena Conley

- Finalize the draft version for presentation prior to the next Council meeting.
- On track to meet the survey deadline of December 1, 2016
- On track to Identify communication outreach gaps in order to increase the total number of DVBEs. Will report findings during the next Council meeting.

6. Public Comments None

7. Adjournment

The meeting was adjourned at 3:06 p.m. by Council Co-Chair DVBE Sandy Schneeberger.

Submitted, Ivor Newman DVBE Outreach and Education Coordinator CalVet